

**PORT OF NEWPORT REGULAR COMMISSION MEETING AGENDA**

Tuesday, December 21, 2021, 6:00 p.m.

Microsoft Teams

Newport, OR 97365

*This will be a virtual meeting, which means you can attend by registering or you can view the live stream of this meeting on our website: <https://portofnewport.specialdistrict.org/2021-12-21-commission-meetings-2021-december-21-2021-6-00-p-m>*

*Anyone interested in making public comment must complete the form on our website and submit it by 11:00 a.m. on Monday, December 20, 2021: <https://portofnewport.specialdistrict.org/2021-12-21-commission-meetings-2021-december-21-2021-6-00-p-m>*

**I. Call to Order**

**II. Changes to the Agenda**

**III. Public Comment (3-minute limit per person)**

**IV. Consent Calendar**

- A. Minutes 2021
  - 1. Regular Commission Meeting.....November 16
- B. Financial Reports
- C. Accounts Paid
- D. Approval of Affirmative Action Plan
- E. Approval of Pay Practices Update to the Employee Handbook
- F. Approval of Notice of Dryer Surplus
- G. Approval of Copier Contract
- H. Approval of HDR Contract Extension to close out PD5 Pier Project

**V. Old Business**

- A. Items Removed from Consent Calendar
- B. Goals and Objectives Discussion – *Miranda*
- C. Port Dock 7 Update – *Bretz*
- D. Authorize Port Grant Submissions – *Miranda*
- E. Approval of Swede’s Dock Emergency Piling Project – *Bretz*
- F. Approval of Business Oregon Loan – Admin Building – *Miranda*
- G. Assignment and Amendment to Lease Agreement – Craven Enterprises, LLC dba Newport Marina Store – *Miranda*

**VI. New Business**

- A. Approval and Acceptance of FY 2020-2021 Audit – *Brown*
- B. Janitorial Services Contract Selection – *Bretz*
- C. Authorize Lease Agreement – Matheson Marine Services – *Bretz*

**VII. Staff Reports**

- A. General Manager – *Miranda*

1. Director of Finance & Business Services – *Brown*
  - a) November Occupancy Report
2. Director of Operations – *Bretz*

**VIII. Calendar/Future Considerations 2022**

Christmas, Port Office Closed .....	December 24, 2021
New Year's, Port Office Closed .....	December 31, 2021
Martin Luther King Jr. Day, Port Office Closed .....	January 17, 2022
Next meeting date .....	January 24, 2022
SDAO Annual Conference (Hybrid) .....	February 10-12, 2022

**IX. Public Comment (3-minute limit per person)**

**X. Adjournment**